



## CITY OF LODI COUNCIL COMMUNICATION

**AGENDA TITLE:** Review and discuss revised fiscal year 2005-06 Budget Calendar and schedule a Special Council meeting on Wednesday, May 11 at 6:30 p.m. for budget presentation

**MEETING DATE:** April 20, 2005

**PREPARED BY:** Finance Director

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**RECOMMENDED ACTION:** That Council review and discuss revised fiscal year 2005-06 Budget Calendar and schedule a Special Council meeting on Wednesday, May 11 at 6:30 p.m. for budget presentation.

**BACKGROUND INFORMATION:** Previous communications with Council had established two dates for budget presentation. In contemplation of the need to provide more time for City staff to make the presentation of their budgets, we would like for Council to consider a Special Meeting on May 11 for presentation of the budget.

The attached schedule outlines the dates for presentation of the budget; and shows the basic elements of what will be presented by City Staff to Council. Staff recommends that Council review the attached Budget Calendar and schedule a Special Council meeting on Wednesday, May 11 at 6:30 p.m. for budget Presentation.

**FISCAL IMPACT** There is no direct fiscal impact related to this item

**FUNDING:** Not applicable

  
James R. Krueger, Finance Director

JRK

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APPROVED:   
Blair King, City Manager

### Revised Budget Schedule

- 4/22/05 Draft department operations and significant expenditures documents to Finance Department in electronic format
- 1) Activity descriptions
  - 2) Summary of Activity Costs
  - 3) Summary of staffing
  - 4) Significant expenditure and staffing changes
  - 5) Major accomplishments
  - 6) Major objectives
- 4/25/05 Week of, review draft documents with City Manager, Deputy City Manager and Finance Director
- 5/4/05 Print and distribute budget document for City Council review
- 5/4/05 Summary Budget Presentation to City Council
- 1) Statement of Changes in Fund Balance for all Funds
  - 2) Fiscal policies
  - 3) Summary of Revenues
  - 4) Summary of Expenditures including major elements of budget e.g. Payroll and benefits increases, other increases in categories such as bulk power purchases etc
  - 5) Inter-fund transfers and cost allocation plan
  - 6) Staffing summary for all funds
- 5/11/05 (Special Meeting) Department Presentations
- 1) Public Safety(Police and Fire)
  - 2) Public Utilities(Electric, Water, Wastewater)
  - 3) Transportation
  - 4) Leisure, Cultural and Social Services
    - A) Parks and Recreation
    - B) Library
    - C) Community Center
  - 5) Community Development

- 6) General Government
  - A) City Council
  - B) City Manager
  - C) Public Works (Admin, Engineering, Fleet, Public Facilities)
  - D) City Clerk
  - E) Human Resources/Risk Management
  - F) Information Systems
  - G) Finance
  - H) Non-Departmental
  - I) Insurance Funds

7) Capital Improvement

5/18/05	Continuation of budget hearings (if needed)
6/1/05	Public Hearing and Adoption of 2005-06 Budget
6/15/05	Continuation of adoption of 2005-06 Budget (if needed)